



Quarterly Report

January – March, 2005

(Second Quarter, FY05)

April 30, 2005

DevTech Systems, Inc.
USAID Contract #: GEW-I-01-02-00019-00

The Women in Development (WID) IQC

Chemonics International, Inc. • Development Alternatives, Inc. • Development & Training Services, Inc.
DevTech Systems, Inc. • Juarez and Associates, Inc. • Management Systems International/The Futures

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NARRATIVE

TITLE

Quick Response, Short-Term Technical Assistance and Training Supporting Gender Integration in USAID Operating Units under Leadership of EGAT/WID, GEW-I-01-02-00019-00

Background

A three-year contract to carry out this assistance was awarded to a consortium led by DevTech Systems, Inc. on September 30, 2002. The objectives of the contract are: 1) to support the efforts of EGAT/WID to further the integration of gender in all Agency policies, programs, projects, research materials, information systems and in multilateral and bilateral policy dialogue efforts; 2) to increase awareness of, information about, and skills for addressing gender issues; and 3) to provide intellectual and technical leadership in gender integration and the advancement of women in development.

Expected Results

Technical services provided will support USAID Missions, USAID operating units in Washington, and others (host country governments, NGOs, other USAID partners and other donors, etc.) requiring innovative gender expertise and approaches in assessment/analysis, design, implementation and evaluation of programs and projects to ensure that gender is included as a key development variable in all activities. These services will enhance the effectiveness and sustainability of USAID's development assistance by identifying and building on women's roles and capabilities and identifying and minimizing the constraints to women's participation in social, economic and political processes. Technical training on gender in USAID's various strategic focuses and sectors (economic growth, agriculture and trade; democracy, conflict and humanitarian assistance; and global health) will also be provided.

Project Core Activities

The Project Core Activities for the second quarter (January - March, FY05) are divided into the following four parts:

A. Activity Narrative and Task Report – The Activity Narrative and the Task Report contain both a discussion and account of events covered during the reporting period, as well as planning for future undertakings done during the reporting period. The Task Report includes a timeframe for each event.

B. Significant Results – A summary of significant results accomplished to date.

C. Project Management – A report on what activities were accomplished to fulfill contractual responsibilities.

D. Implementation Constraints – A report of constraints to the fulfillment of specific contractual responsibilities, and adjustments made to the plan.

A.1. Quarterly Activity Narrative

DevTech responded to various requests from EGAT/WID and USAID Missions for Short-term Technical Assistance and Training (STTA&T) during the second quarter of FY 05. DevTech also responded to requests for STTA&T from other USAID operating units including, EGAT/AG, WID, and the Office of Energy.

DevTech reviewed a Country Strategy Plan for USAID/Russia and assisted in developing gender sensitive indicators for a Trade RFP.

During the second quarter DevTech fielded consultants to Bosnia & Herzegovina and Serbia & Montenegro to conduct gender assessments in preparation of their Country Strategy Plans. DevTech also provided specified technical assistance and training to USAID/Russia Mission staff per the recommendations made in the gender assessment conducted during the third and fourth quarters of FY04. Additionally, DevTech finalized gender assessment reports for Paraguay and Bolivia. The final gender assessment for USAID/Paraguay was well received and prompted a request for follow-on technical assistance and training to implement the recommendations made in the report. DevTech submitted the final report, in French, of a study on Malian women's access to Radio. The Mission has agreed to produce the English translation of the report. Next quarter DevTech will field consultants to El Salvador to implement the recommendations made in the gender assessment report produced in March, 2004.

DevTech continues to provide a significant amount of support to USAID operating units. Technical assistance to the West Africa Water Initiative (WAWI), which began in the fourth quarter of FY04, continued this quarter with the DevTech consultant traveling to Mali and Niger to assess the activities of the local consultants and to plan the regional gender training workshops. DevTech continues to support a consultant for EGAT/WID for the development of a set of topical strategy papers concerning gender in the following areas: HIV/AIDS, Economic Opportunity and Trade, Agriculture, Education, Women in Conflict and Post-Conflict situations, Muslim Women, and NGOs and Civil Society. Additionally, DevTech fielded consultants to complete a gender analysis and action plan for the Tourism sector in Mozambique and to conduct a gender assessment of the Energy Office in Bangladesh. DevTech is also contributing gender expertise to a project in collaboration with the IRIS Center at the University of Maryland to develop a manual on poverty measurement tools. At the end of the quarter, DevTech began work on a gender evaluation for the Office of Transition Initiatives (OTI) program in Afghanistan.

DevTech provided a half-day of follow-on training and technical assistance on gender integration for Conservation International Headquarter Staff in February. A second follow-on training is scheduled for next quarter. A DevTech consultant attended a meeting in California to plan gender training for the USAID/AG partners at the Global Livestock CRSP conference in Ireland next quarter. DevTech also drafted eight gender training modules, which are currently being tested and reviewed for release next quarter. Several of the training modules were translated into French for use by the WAWI gender team.

A.2. Quarterly Task Report

1. Technical Assistance to EGAT/WID

Tasks Completed this Quarter:

1. Country Strategy and Concept Paper Reviews

DevTech completed a review of Russia's Country Strategy Plan and assisted in developing gender sensitive indicators for a Trade RFP.

2. Technical Assistance to Missions

Tasks Completed this Quarter:

1. USAID/Mali – Women's Access to Radio in Mali

The final report on Malian women's access to radio was submitted to the Mission.

2. USAID/Paraguay

The final report was submitted to the Mission and to EGAT/WID.

3. USAID/Bolivia

The final report was submitted to the Mission.

4. USAID/Russia

Follow-on technical assistance and training was provided to Mission staff as suggested in the gender assessment report. A trip report is included in Annex 2.

5. USAID/Bosnia

A gender assessment in preparation of a Country Strategy Plan. A brief trip report summarizing the gender team's work can be found in annex 1.

6. USAID/Serbia & Montenegro

A gender assessment in preparation of a Country Strategy Plan. A trip report is

included in annex 3 of this report.

Tasks Planned for Next Quarter:

1. USAID/Mali will produce the English translation of the French deliverable on women's access to radio in Mali
2. Finalize report for USAID/Russia
3. Finalize report for USAID/Bosnia
4. Finalize report for USAID/Serbia & Montenegro
5. Provide technical assistance to USAID/El Salvador

3. Technical Assistance to Other USAID Operating Units

Tasks Completed this Quarter:

1. West Africa Water Initiative

Short-term gender mainstreaming technical assistance to improve field partner organizations in the West Africa Water Initiative (WAWI). Initial needs assessment among WAWI partners and analysis of relevant gender issues began in Oct-Nov, 2004. National gender experts finalized the partners' needs assessments, developed work plans, started planning gender training workshops, and conducted initial technical assistance during January-March 2005.

2. WID Strategy Papers

DevTech continues to provide support for the development of a USAID strategic framework.

3. EGAT/WID for ANE/East Timor

A draft report of the community and gender aspects of a proposed Candlenut Oil processing facility in Timor-Leste was submitted this quarter. The final report is expected early next quarter.

4. EGAT/EIT/E Bangladesh

A DevTech consultant completed a gender assessment of the USAID/Energy Office in Bangladesh.

5. EGAT/PR/MD

A DevTech consultant is collaborating with the IRIS Center at the University of Maryland to develop gender sensitive poverty measurement tools.

6. USAID/Mozambique

DevTech completed a gender analysis and action plan for the Tourism sector.

Tasks Planned for Next Quarter:

1. EGAT/NRM Sustainable Tourism training modules (Phase II of activity)
2. Finalize report on Gender Analysis for DCHA/DG
3. International and local gender experts will conduct gender training workshops for WAWI partners in all three focus countries followed by continued technical assistance which builds upon skills taught through the gender workshops in order to build partners' capacities in gender mainstreaming.
4. Complete work on WID Strategy papers
5. Finalize the Candlenut feasibility report for ANE/East Timor
6. Final report of a gender assessment of rural energy activity in Bangladesh for EGAT/EIT/E
7. Continued technical assistance on gender to EGAT/PR/MD
8. Final report for USAID/Mozambique
9. Gender evaluation of OTI's program in Afghanistan

4. Trainings and Workshops

Tasks Completed this Quarter:

1. Gender Training for Conservation International Headquarter Staff

DevTech conducted a half-day follow-on workshop to provide technical assistance on gender integration for CI staff in Washington, DC. A second follow-on training is planned for May/June 2005.

2. AG/CRSP Conference

Planning meeting for gender training for USAID/AG partners at the Global Livestock CRSP conference in Ireland in June

3. Gender Training Modules

A draft of the eight gender training modules was reviewed by DevTech and its Senior Technical Advisors. Several of the modules were also translated into French for field testing by the WAWI gender team.

Tasks Planned for Next Quarter:

1. Follow-on training and technical assistance on gender integration for Conservation International Headquarter staff.
2. Gender training at the Global Livestock CRSP conference in Ireland
3. Continue to review the gender training modules.
4. Gender training and technical assistance for USAID/Paraguay.
5. WAWI gender training
6. Gender training for USAID/Kingston

5. Communications, Reporting and Dissemination

Tasks Completed this Quarter:

1. Submitted Quarterly Report (Oct-Dec 2004) to EGAT/WID and the Development Experience Clearinghouse (DEC).
2. Submitted USAID/Bolivia Gender Assessment.
3. Submitted USAID/Paraguay Gender Assessment.
4. Submitted final report on Malian Women's Access to Radio submitted to USAID/Bamako.
5. Submitted recommendations and an Action Plan for tourism project design in Mozambique

Tasks Planned for Next Quarter:

1. Final gender assessment for USAID/Russia
2. Final gender assessment for USAID/Bosnia
3. Final gender assessment report for USAID/Serbia & Montenegro
4. Final report for Bangladesh
5. Final gender assessment report for USAID/Mozambique Tourism Sector
6. E.Timor Candlenut feasibility report
7. Quarterly Report (Jan – March 2005) to EGAT/WID
8. Finalize the draft of an easy access, concise catalogue of TO1 services for all stages of the programming process.
9. Series of program briefs to share TO1 activities and results with Missions and partners.

B. Significant Results

Based on the requests received in this and the preceding quarter, TO1 is aware of a trend toward secondary or follow-on activities from Missions and Bureaus. In some cases (e.g. El Salvador, Paraguay, Russia, Nicaragua) follow-on requests for training and TA come from Missions for whom gender assessments have recently been completed. In other cases (e.g. East Timor, Mozambique, Ag-CRSP) requests for assistance have been more narrowly defined, whether by sector or activity. DevTech bears this in mind as it continuously updates its gender consultant and expert database.

C. Project Management

DevTech continues to respond quickly and effectively to requests from USAID for technical assistance and training. The scope and number of activities completed to date has provided a large consultant pool for fielding new requests and DevTech also continues to liaise with its subcontractor partners on many activities.

D. Implementation Constraints

No significant constraints were encountered during the quarter.

4. Financial Report

Quarter Hours	1,760 hrs
Cumulative Hours	22,654 hrs
LOE for this Qtr	11.00 P/M
Cumulative LOE	141.58 P/M
Total Estimated Cost	\$8,297,574
Expenditures this Qtr	\$ 313,903
Cumulative Expenditures	\$ 4,006,795
Remaining Unexpended Balance	\$4,290,779

This is for period 1/1-3/31/05.

Trip Report – Bosnia & Herzegovina

Country: Bosnia and Herzegovina

Dates: January 23-Feb 6, 2005

Purpose: To produce a Gender Assessment for the USAID Mission

Team composition and responsibilities: Rebecca Sewall, team leader. Klelija Balta, in-country expert.

Brief statement about what the team did: The team met with mission officials, members of the state Gender Agency, USAID funded project directors and other international players on women's issues such as the UN Agencies, and other NGOs working on women's issues.

No training was conducted.

Accomplishments: the team met with a broad range of players in the women's community from which it was able to identify the major constraints facing women in Bosnia and Herzegovina. It was also able to create a snap-shot of the current activities regarding women's issues.

Problems: Two of the strategic assessment areas (environment and anti-trafficking) were still being developed by the Mission at the time of the assessment. There was therefore little room for the team to constructively comment on future activities that had yet to be decided.

Lessons Learned: Women's lack of political participation remains one of the key constraints facing women in Bosnia and Herzegovina. Addressing young women's access to labor market participation will be key not only for improving women's access to economic opportunities but also to addressing the issues of trafficking in persons.

The scope of work and the list of persons interviewed will be detailed in the final report.

USAID/Russia Follow-Up Trip Report
Susan D. Somach, Consultant

Country: Russian Federation

Dates: January 10 – February 1, 2005

Purpose: To provide follow-up technical assistance related to the Summer 2004 Gender Assessment. To provide individual gender integration training to USAID staff, as needed.

Team Composition and Responsibilities:

- Susan D. Somach, Gender Advisor– Responsible for planning and implementation of technical assistance and training, debriefing USAID program office and front office staff.

Activities: The Gender Advisor traveled to Russia for three weeks for meetings and individual trainings with USAID staff and implementing partners.

Accomplishments: Over the three-week period, the following was achieved.

- Reviewed the USAID/Russia Vision Statement/Program Direction
- Reviewed Trafficking in Persons (TIP) Assessment Scope of Work and prepared IWID Fellow Scope of Work
- Staff Development & Training: conducted individual sessions and one group session (for Contracts Office) on gender and ADS requirements; discussed health office retreat planning ideas, planned Gender & Corporate Governance training
- Conducted 12 meetings to discuss programmatic recommendations from the gender assessment.
- Conducted a gender review of 7 new designs and activity documents
- Met with LES and Open World Program to promote inter-agency coordination
- Responded to other requests: Institute for Gender & Social Policy Meeting and sex-preference in children question;
- Organized screening of Lilya 4-Ever

Problems: N/A

Lessons Learned:

- Already having worked extensively with the Mission staff helped ensure the necessary **access to meetings and information** to maximize the usefulness of the follow-up consultancy.
- The **timing** of the follow-up to the gender assessment was particularly good because the Mission was planning many new activities that could benefit from gender TA.

USAID/Serbia & Montenegro Gender Assessment Trip Report

Susan D. Somach, Consultant

Country: Serbia & Montenegro

Dates: February 21 – March 10, 2005

Purpose: To conduct a gender assessment for USAID/Serbia & Montenegro. To provide gender integration training to USAID staff, as needed.

Team Composition and Responsibilities:

- Susan D. Somach, Team Leader – Responsible for planning and implementation of technical work on gender assessment, conducting gender integration training sessions, writing reports, debriefing USAID/SAM staff and USAID/W E&E and WID office staff
- Marina Blagojevic, Serbia Specialist – Assisted with gathering and analysis of Serbian gender statistics and resources (inc. national and regional mechanisms for gender integration), participated in gender assessment meetings with USAID partners in Belgrade and Kragujevac, provided scheduling and logistical support, participated in debriefing to USAID/SAM Mission staff
- Majda Skrijelj, Montenegro Specialist - Assisted with gathering and analysis of Montenegrin gender statistics and resources, participated in gender assessment meetings with USAID partners in Podgorica and on day-trip to Kotor and Cetinje, provided scheduling and logistical support, participated in debriefing to USAID/SAM Mission staff

Team Activities: The Team Leader traveled to Serbia & Montenegro (SAM) for three weeks for meetings, a Mission training, and work with local consultants. The Team conducted meetings with USAID staff, USAID implementing partners and selected other NGOs. The Team Leader and Serbia Specialist spent two weeks in Serbia, primarily in Belgrade, but also on day trips to attend a PRSP meeting in Plandiste and a day trip of implementing partner meetings in Kragujevac. The middle week was spent with the Montenegro Specialist in Podgorica with one day-trip of implementing partner and NGO meetings in Kotor and Cetinje. The local consultants reviewed local resources (in Serbian and/or English) and prepared background information for the debriefing and report. The Team Leader conducted a 2-hour gender integration training session for Mission staff.

Training: Five women and two men attended the two-hour interactive Gender Integration Training in Belgrade.

Accomplishments: Over the three-week period, the following was achieved. (NOTE: At all meetings, the concepts of gender and gender integration were discussed. It is anticipated that the resulting increased familiarity/compliance with USAID requirements will lead to improved overall results of development activities)

- USAID staff – introductory meetings in Belgrade and Podgorica, meetings with Program Office staff, debriefing in Belgrade (videoconference with Podgorica).
- Group and individual meetings with nearly all of USAID/SAM implementing partners in Belgrade and Podgorica, and one partner (and their subprojects) in one city outside each of the regional capitals.
- Gender Integration Training for USAID staff (2-hour session)

Problems: The Team faced challenges both in logistics and content. Here are a few:

Coordination Issues – The Trafficking Assessment and Gender Assessment teams were originally expected to coordinate and have combined meetings with NGOs, implementing partners and government officials. For the most part, this was neither practical nor useful because coordinating schedules was very difficult and the limited time and different scope of work made the combined meetings insufficient for the gender assessment.

Limited Mission Involvement – Only one technical office staff member attended the gender integration training.

Status of Montenegro Issue – The impending decision about Montenegro’s independence makes it difficult to concentrate on any other issues. And, the political scene is likely to experience a major shake-up after the decision, making it difficult to plan for long-term implementation of various initiatives, such as their gender plan of action.

Complex Post-Conflict Transitional Gender Issues – Older women, especially in Serbia have a lot of experience with advanced gender activism and even de facto equality. However, the world their daughters and sons are growing up in is very different: highly sexualized in a commercial sense with an increase of discrimination in the new private sector economy and political manipulation of gender relations to promote, for example, the Radical Party agenda.

Lessons Learned:

- Having every SO team represented in the **in-briefing** is useful to ensure that issues specific to each area can be addressed during the assessment.
- **Regional specific consultants** are particularly useful when there are two distinct regions and where there is an impending separation of legal entities. Then, each consultant has the local expertise to identify appropriate NGOs and schedule meetings and interact with local USAID staff. Still, it would be useful for one consultant to have primary responsibility for ensuring the comparability of certain data. Good communication and facilitation of participation of both consultants is key to ensuring that the assessment addresses the needs and sensitivities of the Mission staff at both locations.
- **Two local consultants** strengthen a team when they each bring something different: e.g., by technical area, by perspective of reforms (“long-standing feminist” vs. young generation), by skill set (facts and figures vs. analysis) – as long as the Team Leader can maximize the contributions of each.